

CRYSTAL PLANNING COMMISSION MINUTES

Monday, May 13, 2013 at 7:00 p.m.

Council Chambers, Crystal City Hall

A. CALL TO ORDER

The regular meeting of the Crystal Planning Commission convened at 7:00 p.m. with the following members present:

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| <input type="checkbox"/> Commissioner (Ward 1) Sears [Vice Chair] | <input checked="" type="checkbox"/> Commissioner (Ward 2) Kolb | <input checked="" type="checkbox"/> Commissioner (Ward 4) Richter |
| <input checked="" type="checkbox"/> Commissioner (Ward 1) Heigel | <input checked="" type="checkbox"/> Commissioner (Ward 3) VonRueden [Chair] | <input checked="" type="checkbox"/> Commissioner (Ward 4) Johnson |
| <input checked="" type="checkbox"/> Commissioner (Ward 2) Erickson | <input checked="" type="checkbox"/> Commissioner (Ward 3) Buck [Secretary] | <input type="checkbox"/> Commissioner (At-Large) Strand |

Also present were staff members John Sutter and Corinne Elfelt.

B. APPROVAL OF MINUTES

Moved by Commissioner Kolb and seconded by Commissioner Buck to approve the minutes of the April 8, 2013 regular meeting.

Motion carried unanimously.

C. PUBLIC HEARINGS

1. Consider Application 2013-06: Lot Division at 6511 31st Avenue North to create two lots for new home construction at 6501 and 6505 31st Avenue North

Staff member, John Sutter, presented the staff report.

Commissioner Heigel asked how close a structure can be to the utility easement on parcel C. Planner Sutter stated that no portion of the structure, including footings, eaves, overhangs, etc., may be in the easement.

Chair VonRueden opened the Public Hearing. There being no testimony, Chair VonRueden closed the Public Hearing.

Planning Commission discussion:

Commissioner Erickson asked who will be responsible for maintaining the property. Mr. Sutter explained the property owner is responsible.

Mr. Sutter stated staff would recommend the recording of the lot split be held until all issues are resolved with the current owner or any developer that might purchase the property. Until the lot split is recorded with the county, there is no lot split.

Commissioner Buck asked if the park dedication fee is paid up front. Mr. Sutter explained that it must be paid before the resolution is recorded.

Hearing no further discussion from the Commission, Chair VonRueden asked if anyone would like to make a motion.

Moved by Commissioner Kolb and seconded by Commissioner Erickson to recommend approval of a lot division at 6511 31st Avenue North to create two lots for new home construction at 6501 and 6505 31st Avenue North with the suggested conditions included in the staff report.

Motion carried unanimously.

D. OLD BUSINESS

1. Discuss City Code Section 520 (Site & Building Plan Review) – item on hold until June 10, 2013 meeting

E. GENERAL INFORMATION

1. City Council actions on previous Planning Commission items:
 - Adopted C-1 text amendment (effective date June 15, 2013)
 - Approved CUP for outdoor seating at 3545 Douglas Dr (Milton's)
 - Approved CUP for events center, on-sale liquor and outdoor seating at 4947 West Broadway (Eventure)(All actions were consistent with the Planning Commission recommendations)
2. Staff preview of likely agenda items for Monday, June 10, 2013 meeting:
 - Discussion of City Code Section 520 (Site & Building Plan Review)
 - City Attorney will be attending to review the Planning Commission's role in land use

F. OPEN FORUM – None heard

G. ADJOURNMENT

Moved by Commissioner Buck and seconded by Commissioner Heigel to adjourn.

Motion carried unanimously.

The meeting adjourned at 7:14 p.m.